

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session (**budget items**) on October 23, 2007, and recommends the following motions:

1. (Non-Budget Item) - Review minutes of:
 - a. Human Services Board (9/20/07).
 - b. Aging & Disability Resource Center (9/27/07).
 - c. Children with Disabilities Education Board (9/12/07).
 - d. Community Options Program Planning Committee (9/24/07).Receive & place on file.
2. Resolution re: Approving New or Deleted Positions during the 2008 Budget Process. (Referred to Executive Committee.)
 - a. To approve. No vote taken.
 - b. Amend motion to hire one social worker instead of two and to hire one Economic Support Specialist instead of two. No vote taken.
 - c. Amend motion to approve hiring two social Workers and one Economic Support Specialist for a savings on the levy of \$22,696. Ayes: 3 (Zabel, Scray, Evans); Nays: 2 (La Violette, Van Deurzen); Excused: 2 (Zima, Fewell). Motion Carried.
 - d. Approve the other positions.
3. **Syble Hopp School** – Review of 2008 department budget. Approve the budget.
4. **Veterans' Services** - Review of 2008 department budget. Approve the budget.
5. **Aging & Disability Resource Center** - Review of 2008 department budget. Approve the budget.
6. **Health Department** - Review of 2008 department budget. Approve the budget.
7. **Human Services Department** - Review of 2008 department budget.
 - a. Include \$100,000 in the budget subject to funding availability for a Teen Pregnancy Program and refer to County Executive to meet with school districts to see how many teen pregnancies there are in order to determine if the amount allocated is sufficient and advise this committee. Ayes: 2 (La Violette, Fewell); Nays: 4 (Evans, Van Deurzen, Scray, Zabel); Excused: 1 (Zima - left meeting before vote taken.) Motion defeated.
 - b. Approve the budget.

8. (Non-Budget Item) - Audit of bills. Pay the bills.

Approved by:

COUNTY EXECUTIVE

Date

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**PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES
SERVICES COMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Human Services Committee** was held on Monday, October 23, 2007, at 5:30 p.m. at ASPIRO, 1673 Dousman Street, Green Bay, Wisconsin.

NOV 2007
Received
Board of
Supervisors

PRESENT: Pat Evans, Guy Zima, Steve Fewell, Pat LaViolette, Mary Scray, Chris Zabel, and Joe VanDeurzen.

ALSO PRESENT: County Executive Tom Hinz, Mark Quam, Tom Eggebrecht, Supervisors Clancy, Fleck, Lund, and Krueger, Lynn Vanden Langenberg, David McGinley, Mike Duschene, Sandy Hagenbach, Mary Way, Joan Mills, Barb Nantelle, Jerry Polus, Sunny Archambault, Judy Frederichs, Other Interested Parties, and News Media.

1. CALL MEETING TO ORDER:

The meeting was called to order by Chairman Pat Evans at 5:43 p.m.

2. APPROVE/MODIFY AGENDA:

A MOTION WAS MADE BY SUPERVISOR VANDEURZEN AND SECONDED BY SUPERVISOR SCRAY TO MODIFY THE AGENDA TO ADDRESS LINE ITEM 6 AFTER ITEM 11. Vote taken. MOTION CARRIED UNANIMOUSLY.

3. APPROVE/MODIFY THE MINUTES OF OCTOBER 1, 2007.

A MOTION WAS MADE BY SUPERVISOR VANDEURZEN AND SECONDED BY SUPERVISOR LAVIOLETTE TO APPROVE THE MINUTES. Vote taken. MOTION CARRIED UNANIMOUSLY.

4. REVIEW MINUTES OF:

- A) HUMAN SERVICES BOARD (9/20/07).
- B) AGING & DISABILITY RESOURCE CENTER (9/27/07).
- C) CHILDREN WITH DISABILITIES EDUCATION BOARD (9/12/07).
- D) COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE (9/24/07).

A MOTION WAS MADE BY SUPERVISOR VANDEURZEN AND SECONDED BY SUPERVISOR LAVIOLETTE TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. COMMENTS FROM THE PUBLIC SUCH OTHER MATTERS AS AUTHORIZED BY LAW:

A MOTION WAS MADE BY SUPERVISOR VANDEURZEN AND SECONDED BY SUPERVISOR LAVIOLETTE TO SUSPEND THE RULES TO LET INTERESTED PARTIES SPEAK. Vote taken. MOTION CARRIED UNANIMOUSLY.

Mike Duschene of ASPIRO came forward and thanked the committee for hosting their meeting at ASPIRO. He informed the committee that ASPIRO has been operating for 50 years and is grateful for the 2% county contribution towards their operating costs. However, operating costs have increased which will be reflected in ASPIRO's budget.

Several people came forward and informed the committee of how the services at ASPIRO have helped them in their everyday life. The need for transitional services was brought up.

Joan Mills – 1131 Pleasant Valley Drive, Hobart, WI:

Ms. Mills came forward and expressed the need for a teen-parenting program in the community. The program would target teens that have already had one pregnancy. The program would work with teens on preventing a second pregnancy. Currently, there is no other program in the community like this. Mills spoke with an individual from the Green Bay School District and there currently are 60 individuals pregnant in the school system. When the program was in effect, only 3.7% of the teenage mothers got pregnant again with two years. Nationwide the figure is 50%. Mills emphasized the very first goal is to keep these kids in school so that they can graduate from high school. She is asking that the committee allocate in their budget \$100,000 for the program and that would be enough to assist 50 individuals. The program is currently not in operation. At one point, the program was operating and the county was contributing \$220,000 towards operating costs.

Supervisor Evans questioned why the YWCA was not contributing towards the program. Mills replied that private donations are difficult to obtain for a program like this. People want to be able to see something that their donations go towards and this is a service that is not that visible.

Supervisor Zima commented that when Ms. Mills came before the committee awhile back, he had asked her to submit a proposal for the committee to review. She was told by the previous County Executive not to submit the proposal. The present County Executive, Tom Hinz, commented that although he supports the concept, he would need to see what type of restraints would be placed on the levy.

Supervisor Clancy questioned what happens to the fathers of these teens and Mills replied it is unknown.

The committee wished Director of Administration, Lynn VandenLangenberg a Happy Birthday!

A MOTION WAS MADE BY SUPERVISOR VANDEURZEN AND SECONDED BY SUPERVISOR LAVIOLETTE TO RETURN TO REGULAR ORDER OF BUSINESS. Vote taken. MOTION CARRIED UNANIMOUSLY.

****BUDGET REVIEW****
REVIEW OF 2008 DEPARTMENT BUDGETS

TABLE OF ORGANIZATION REQUEST

6. **RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2008 BUDGET PROCESS. (REFERRED TO EXECUTIVE COMMITTEE).**

A MOTION WAS MADE BY SUPERVISOR LAVIOLETTE AND SECONDED BY SUPERVISOR SCRAY FOR DISCUSSION TO APPROVE.

Discussion ensued among committee members over the motion and Supervisor Scray amended the motion to read as follows:

A MOTION WAS MADE TO AMEND THE MOTION TO HIRE ONE SOCIAL WORKER INSTEAD OF TWO AND TO HIRE ONE ECONOMIC SUPPORT SPECIALIST INSTEAD OF TWO.

Human Services Director, Mark Quam informed the committee that the Social Worker positions have no effect on the levy and the caseloads have increased drastically for the Economic Support Specialists. The total levy impact for two Economic Support Specialists would be is \$45,392.

Supervisor VanDeurzen commented that he does not see a benefit to the county in reducing the number of Economic Support Specialists when the caseload has almost doubled in size.

A MOTION WAS MADE BY SUPERVISOR SCRAY AND SECONDED BY SUPERVISOR ZABEL TO AMEND THE MOTION TO APPROVE HIRING TWO SOCIAL WORKERS AND ONE ECONOMIC SUPPORT SPECIALIST FOR A SAVINGS ON THE LEVY OF \$22,696. Vote taken. Ayes) Zabel, Scray, Evans. Nays) LaViolette and VanDeurzen. Zima and Fewell excused. MOTION CARRIED.

A MOTION WAS MADE BY SUPERVISOR VANDEURZEN AND SECONDED BY SUPERVISOR ZABEL TO APPROVE THE OTHER POSITIONS. Vote taken. MOTION CARRIED UNANIMOUSLY.

SYBLE HOPP SCHOOL(BARBARA NATELLE)

7. REVIEW OF 2008 DEPARTMENT BUDGET.

Syble Hopp School Director, Barbara Natelle came forward and reported the budget is on track.

A MOTION WAS MADE BY SUPERVISOR FEWELL AND SECONDED BY SUPERVISOR ZABEL TO APPROVE THE BUDGET. Vote taken. MOTION CARRIED UNANIMOUSLY.

VETERANS' SERVICES (JERRY POLUS).

8. REVIEW OF 2008 DEPARTMENT BUDGET:

Veterans' Services Director, Jerry Polus came forward and reported that his department is on track for the year. He requested that he be allowed to carry over any remaining Emergency Service funds at the end of the year. The committee agreed with the carry over.

A MOTION WAS MADE BY SUPERVISOR FEWELL AND SECONDED BY SUPERVISOR VANDEURZEN TO APPROVE THE BUDGET. Vote taken. MOTION CARRIED UNANIMOUSLY.

AGING AND DISABILITY RESOURCE CENTER (SUNNY ARCHAMBAULT):

9. REVIEW OF 2008 DEPARTMENT BUDGET:

Aging & Disability Resource Director, Sunny Archambault came forward and explained that the department is fully staffed with the addition of a part-time worker. Food costs have increased as well as the number of meals being served, and federal funding has decreased.

Supervisor Scray questioned line item 139 in the budget. Archambault explained that the increase is due to the increased families needing resource materials.

Also, Scray questioned line item 141. Archambault replied that the Restrictive Program Funds went down. There were carry over funds used for a transportation study.

**A MOTION WAS MADE BY SUPERVISOR FEWELL AND
SECONDED BY SUPERVISOR LAVIOLETTE TO APPROVE THE
BUDGET. Vote taken. MOTION CARRIED UNANIMOUSLY.**

HEALTH DEPARTMENT (JUDY FREDERICHs)

10. REVIEW OF 2008 DEPARTMENT BUDGET:

Health Department Director, Judy Frederichs came forward to answer any questions the committee may have regarding the budget.

Supervisor LaViolette questioned whether there was enough budgeted to meet the needs of their clients. Ms. Frederichs replied that the budget is reviewed on a regular basis and they have been fortunate with the grants the department receives.

Supervisor Evans questioned vision and hearing exams. Frederichs explained that there has been some screening done but not much and they will continue to do more in the fall.

The committee questioned the increase under other in the budget. Frederichs explained that the increase is grant carry over funds and grant expenses.

Supervisor Evans questioned if the teen pregnancy program that Mills talked about earlier could be addressed or funded under the Health Department's Budget. Frederichs responded that there is not enough staff to assist with case management and the department does not have a formal program for teen pregnancies. The Staff Educator position is grant funded and grant specific.

Ms. Frederichs presented the committee with an updated fee handout for 2008 and commented that fees went up 10% (see attached).

**A MOTION WAS MADE BY SUPERVISOR FEWELL AND
SECONDED BY SUPERVISOR VANDEURZEN TO APPROVE
THE BUDGET. Vote taken. MOTION CARRIED
UNANIMOUSLY.**

HUMAN SERVICES DEPARTMENT (MARK QUAM):

11. REVIEW OF 2008 DEPARTMENT BUDGET:

Human Services Director, Mark Quam came forward to answer any questions the committee may have regarding the budget. Supervisor Evans questioned the amount budgeted for CBRF's. Quam replied that most of the money is for living arrangements for the aging and disabled.

Supervisor Scray questioned the amount listed in the budget for Volunteer Investments. Quam explained that the amount listed shows what those services would be worth in monetary value.

Supervisor Zima referred back to Ms. Mills' request of \$100,000 to be allocated in the budget to address teen pregnancy. County Executive, Tom Hinz commented that he would need to see a written proposal of what is being proposed for the program.

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR LAVIOLETTE TO INCLUDE \$100,000 IN THE BUDGET SUBJECT TO FUNDING AVAILABILITY FOR A TEEN PREGNANCY PROGRAM, AND REFER TO COUNTY EXECUTIVE TO MEET WITH SCHOOL DISTRICTS TO SEE HOW MANY TEEN PREGNANCIES THERE ARE IN ORDER TO DETERMINE IF THE AMOUNT ALLOCATED IS SUFFICIENT AND ADVISE THE COMMITTEE. Vote taken. Ayes) LaViolette and Fewell; Nays) Evans, VanDeurzen, Scray, and Zabel; Zima left meeting at 7:11 p.m. before vote. MOTION DEFEATED.

Supervisor Lund would like to see an RFP to determine whom the vendor would be for the teen pregnancy program. Supervisor Zabel commented that he supports an RFP, scope of services, and the program but will not support allocating \$100,000 in the budget at this time. The budget is at a 5.6 levy. However, Zabel reserves the option to support at a full board meeting. Supervisor Zima replied it would be putting money aside for this service and determining a vendor at a later date. Five years ago the county funded the program in the amount of \$220,000 and now Mills is requesting \$100,000 to start the program back up. Supervisor Fewell was in agreement to put money aside to address the teen pregnancy program but also was in agreement with Supervisor Zabel.

Supervisor Zima left the meeting at 7:11 p.m. before the vote took place on the motion.

Supervisor Evans expressed concern with Mills coming before the committee at the last minute requesting funds to be set aside for the program and questioned if Mr. Quam had any additional funding in his

budget that could be used for the teen pregnancy program. Quam replied it is too early to tell. Evans will not support putting money aside in the budget for the program. Supervisor Krueger reminded Supervisor Evans that when Mills came before the committee awhile back there were people at the meeting that were not very nice to her. This is a program that is needed and needs to be addressed. Supervisor LaViolette supports putting money aside in the budget for the program and doing an RFP later for a vendor.

Supervisor Fewell left meeting at 7:35 p.m.

Mr. Quam explained the offset of charge backs for Supervisor Zabel. Also, explained was the increase in travel and conference expenses, which are due to the increase in gas prices and increased training for employees.

Ms. VandenLangenberg commented that there is an error in the 2007 budget under Professional Liability. Local Choice was budgeted within another line item and was very low. In the 2008 budget it is shown on its own line item and has gone up in cost. The insurance company determines the rates.

Mr. Quam explained line items on Pages 158 and 159 for Supervisor Scray. Supervisor Evans questioned the need for security at Brown County Mental Health Center. Staff commented that security is necessary.

**A MOTION WAS MADE BY SUPERVISOR LAVIOLETTE AND
SECONDED BY SUPERVISOR VANDEURZEN TO APPROVE
THE BUDGET. Vote taken. MOTION CARRIED
UNANIMOUSLY.**

OTHER

12. AUDIT OF BILLS:

**A MOTION WAS MADE BY SUPERVISOR VANDEURZEN AND
SECONDED BY SUPERVISOR SCRAY TO PAY THE BILLS. Vote
taken. MOITON CARRIED UNANIMOUSLY.**

**A MOTION WAS MADE BY SUPERVISOR LAVIOLETTE AND
SECONDED BY SUPERVISOR SCRAY TO ADJOURN AT 8:00
P.M. Vote taken. MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Lisa Bougneit
Recording Secretary

Health Department License Fees

Description	Unit	2007	2008
		Rate/Fee	Rate/Fee
Pre-inspection Fee	Existing	\$103.00	\$113.00
	New	\$155.00	\$171.00
Soft Drink Stand, Frozen Confection Tavern	License	\$104.00	\$114.00
	License	\$104.00	\$114.00
Restaurant:			
Temporary Restaurant	License	\$129.00	\$142.00
Prepackaged Food Only	License	\$112.00	\$123.00
Food Preparation On Site (Risk Categories)			
Simple with Gross Sales Under \$50,000	License	\$346.00	\$381.00
Simple with Gross Sales \$50,000 to \$200,000	License	\$392.00	\$431.00
Simple with Gross Sales Over \$200,000	License	\$441.00	\$485.00
Moderate with Gross Sales Under \$100,000	License	\$474.00	\$521.00
Moderate with Gross Sales \$100,000 to \$400,000	License	\$515.00	\$567.00
Moderate with Gross Sales Over \$400,000	License	\$558.00	\$614.00
Complex with Gross Sales Under \$150,000	License	\$594.00	\$653.00
Complex with Gross Sales \$150,000 to \$600,000	License	\$636.00	\$700.00
Complex with Gross Sales Over \$600,000	License	\$676.00	\$744.00
Satellite Food Prep. Area	License	\$53.00	\$58.00
Retail Food (Risk Categories)			
Ag Code 55 - Non-processing	License	\$112.00	\$123.00
Ag Code 44 - Process Non-potentially or Potentially Hazardous Sales Less than \$25,000	License	\$346.00	\$381.00
Ag Code 33 - Process Non-potentially Hazardous with Sales at Least \$25,000	License	\$381.00	\$419.00
Ag Code 22 - Process Potentially Hazardous:			
A. Less Than \$250,000 Gross Sales	License	\$441.00	\$485.00
B. \$250,000 - \$600,000 Gross Sales	License	\$558.00	\$614.00
C. \$600,000 - \$1,000,000 Gross Sales	License	\$676.00	\$744.00
Ag Code II - Over \$1,000,000 Gross Sales	License	\$1,028.00	\$1,131.00
Hotel / Motel:			

Health Department License Fees

5-30 Rooms	License	\$277.00	\$305.00
31-99 Rooms	License	\$398.00	\$438.00
100-199 Rooms	License	\$494.00	\$543.00
200+ Rooms	License	\$570.00	\$627.00
Bed & Breakfast (bi-annual)	License	\$250.00	\$275.00
Swimming Pools:			
Outdoor	License	\$175.00	\$193.00
Indoor	License	\$409.00	\$450.00
Additional Indoor Pools with Separate Circulation Systems	License	\$129.00	\$142.00
Additional Outdoor Pools with Separate Circulation Systems	License	\$56.00	\$62.00
Pool or Waterpark Slide	License	new	\$100.00
Mobile Home Parks:			
1-25 Sites	License	\$321.00	\$353.00
26-50 Sites	License	\$354.00	\$389.00
51-100 Sites	License	\$406.00	\$447.00
100-175 Sites	License	\$451.00	\$496.00
176+ Sites	License	\$487.00	\$536.00
Campgrounds / Special Events:			
1-25 Sites	License	\$173.00	\$190.00
26-50 Sites	License	\$209.00	\$230.00
51-100 Sites	License	\$242.00	\$266.00
100-199 Sites	License	\$277.00	\$305.00
200+ Sites	License	\$311.00	\$342.00
Mobile Food:			
Additional Preparation On-Site	License	\$261.00	\$287.00
Additional Prepack Only	License	\$112.00	\$123.00
Recreational Educational Camp	License	\$173.00	\$190.00
Temporary Food Stand	License	\$129.00	\$142.00
Tourist Rooming House	License	\$104.00	\$114.00
Tattoo or Body Piercing Establishment	License	\$173.00	\$190.00
Tattoo or Body Piercing Operator	License	\$88.00	\$97.00
Combination Tattoo & Body Piercing Establishment	License	\$261.00	\$287.00

Health Department License Fees

Temporary Tattoo and/or Body Piercing Booth			
Special Organization	License	\$74.00	\$81.00
School Limited Food Service	License	\$77.00	\$85.00
School Food Prep On-Site	Inspection Program	\$81.00	\$178.00
Special Advisory Inspection	Inspection Program	\$186.00	\$409.00
Other Permit	Inspection	\$129.00	\$142.00
Re-inspection Fee for Non-Compliance:	Inspection	\$18.00	\$20.00
First Violation	Inspection	\$103.00	\$113.00
Second Violation	Inspection	\$206.00	\$227.00
Third Violation	Inspection	\$309.00+	\$340.00+
		establishment closed	establishment closed
Penalty for Certified Food Manager Not on Staff			
First Violation	Penalty	new	\$100.00
If Still Out of Compliance 12 Months Later	Penalty	new	\$200.00
Operating Without a Valid Health Dept. License	Penalty	new	\$100.00
Licensed Establishment Closure/Reopen Fee	Penalty	\$77.00	\$84.00
Late Penalty Fee for Establishment			
Licenses Not Renewed by July 15	Penalty	\$103.00	\$200.00
Licenses Not Renewed After July 15		establishment closed	establishment closed
TB Skin Tests	Test	\$7.00	\$9.00
Water Samples Outside Brown County	Test	\$24.00	\$25.00
Water Samples Within Brown County	Test	\$17.00	\$18.00
Vaccine Fees:			
Flu	Dose	\$20.00	\$22.00
Menactra	Dose	\$90.00	\$90.00
Hepatitis A (adult)	Dose	\$30.00	\$30.00
Hepatitis B (adult)	Dose	\$30.00	\$30.00
Varivax	Dose	\$70.00	\$70.00
HPV	Dose	\$120.00	\$120.00